

International Quilt & Fiber Arts Festival



2023 QUILT & FIBER ARTS FESTIVAL ENTRY HANDLING INSTRUCTIONS

Congratulations on the acceptance of your submission into the 2023 International Quilt & Fiber Arts Festival! Please read the following instructions completely.

SHIPPING INSTRUCTIONS

You are responsible for shipping your entry to arrive at our location between August 20-27, 2023. Using your preferred shipping method, please send your entry to:

Quilt & Fiber Arts Festival Committee
% Tillinghast Postal Center
521 Morris Street
La Conner, WA 98257
360-466-0474

You are responsible for all shipping and insurance costs while entries are in transit to and from the Pacific Northwest Quilt & Fiber Arts Museum. Reusable, sturdy shipping containers are required and documentation for payment of return shipment must be enclosed. (See **PACKING SLIP** for details.)

For International Shipments: It is crucial that your shipper understands that 1) your entry will be returned to you, 2) your entry is not for sale, and 3) your entry is for exhibition only. If this is not adequately communicated, problems with customs in the US and your country may occur. A value declaration may result in Custom Duty. **The Museum is not responsible for customs fees both in delivery and return and we do not have any control over what fees may be assessed.**

IN-PERSON DELIVERY

You may drop off your entry at the Museum during normal public hours (11am-5pm Wednesday - Sunday) **August 23-27, 2023**. If you are unable to deliver your entry during these hours, please call the museum to make arrangements: (360) 466-4288. All entries must be received by August 27. **All hand-delivered pieces are required to be placed in a container or rolled** in such a way that will allow for easy transportation to and from the event venue with other pieces.

SUBMISSION CHECKLIST

- Print out, complete, and include the separately attached **PACKING SLIP** with your entry when shipped or delivered. Please submit a *separate* **PACKING SLIP** for each entry.
- Attach a folded 4" hanging sleeve to the **top back** of the entry (if applicable). For complete instructions, visit: <https://createwhimsy.com/projects/how-to-make-a-hanging-sleeve-for-a-quilt/>
- All pieces must be labeled with maker's name, contact information, and title. The label must be covered to preserve anonymity during the judging process, where applicable. **Do Not Use Straight Pins.**

- No pre-inserted rods, special hanging or mounting devices, special lighting or display items may accompany quilt or fiber art entry (exception: bottom rod may be included to be inserted on quilts or fiber art wall pieces for weight, if needed.)
- Label your container and packing materials with your name to ensure they are used for returning item.

RETURN

- **Entries may not be picked up at the event location.**
- Entries will be return *shipped* between October 16-20, or between December 4-8, following the "Festival Winners" exhibit as applicable, using the original packing container/materials. (Note: these are not projected delivery dates.) Payment for return may be made by pre-paid shipping label (preferred and much appreciated) or we will send you a bill to pay online. **Please Do Not Send cash, check or stamps** for return shipping payment!
- **Return shipments will only include the basic level of insurance that the shipper offers for free** (typically \$100). If you wish to have your piece insured at a higher rate, you must indicate that on the packing slip and be prepared to pay for the increased cost.
- It is not unusual for shipping costs to be different for returns, especially with international shipments.
- Entries will be available for in-person pick-up at the Museum Annex, 112 Morris Street, La Conner between 11am-4pm on October 16, 17 and 19, 2023. You may authorize another person to pick up your piece by indicating on the packing slip. Photo ID required for release of entry.
- If you are unable to arrange pick up during this time, you can make an appointment to pick up after October 23, 2023. Call the museum at 360-466-4288.
- Please see your **PACKING SLIP** to select your return options.

EXHIBITION SALES

All entrants may elect to have their entry available for purchase during the Festival by checking the box on the packing slip and indicating the price you wish to sell it for. The Museum will handle the sales transaction with the total shared 70% artist/30% Museum. Remittance of all sales proceeds will be made to the artist within two weeks following close of Festival. Purchases may be picked up by the buyer at the Annex between 11am-4pm on October 16, 17 and 19, 2023 or shipped per buyer's request. If piece has received a 1st Place or Award of Excellence it will be on exhibit at the Museum through November 26 and may be picked up or shipped after December 3, 2023.

ADDITIONAL INFORMATION

1. Each entry must be clean, free of odor and pet hair.
2. Any entry which differs substantially from the digital image submitted with the Call for Entry may not be placed on exhibit.
3. By submitting the Call for Entry, you agreed to allow your entry to be displayed during our 2023 Quilt & Fiber Arts Festival October 6-8, 2023. For Best of Show, First Place and Award of Excellence winners, you agreed to allow your entry to be displayed in a "Festival Winners" exhibit at the Museum through November 26, 2023.
4. By submitting the Call for Entry, you agreed to allow images of your entry to be used by Pacific Northwest Quilt & Fiber Arts Museum for promotional purposes and publications. Artist and photo credits will be recognized.

Please call us at (360) 466-4288 or email qfaf@qfamuseum.org with any questions.